

NATIONAL PHOTOGRAPHIC INTERPRETATION CENTER

NPIC NOTICE  
NO. 18-1-3

TRAINING  
27 June 1963

ON-SITE TRAINING PROGRAMS

1. On-Site Training Programs are those external programs concerned primarily with familiarizing the student, through on-site inspection as opposed to classroom instruction, with the layout, facilities, production sequence, etc., of plants and installations.

2. Proposals for specific On-Site Training Programs are to be submitted to the Executive Director, NPIC, through the Chief, Training Branch, Administrative Staff. Chief, Training Branch will review for interest of other Center personnel and for appropriate coordination before forwarding to the Executive Director for approval. Such requests should include:

- a. The installation(s) or plant(s) to be visited;
- b. The purposes of the program;
- c. The names of individuals proposed for the program and a statement of the relationship of the program to the duties of each individual;
- d. Suggested dates for the program, with alternates; and
- e. Other pertinent and/or applicable information to include special clearances required, names of individuals outside the Center with whom informal liaison has been established for purposes of the program, etc.

3. Upon approval by the Executive Director, the Chief, Training Branch will be responsible for implementing the program, to include formal liaison with representatives of the plant(s) or installation(s) to be visited and insuring necessary coordination for travel and security arrangements.

Distribution: No. 3



Executive Director

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*Alvord  
per 5-3  
1 Apr 69*

**SECRET**